

CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES

MARCH 31, 2011

3:00 P.M. – 4:30 P.M.

CSSC MULTI-PURPOSE ROOM

ATTENDEES	<p>Mr. Lawrence M. Cohen (Business Representative); Mr. Robert Flint (Taxpayers' Association Representative); Mr. Geoffrey Kiehl, Vice Chair (Member At-Large – East Valley); Ms. Berit Reistad (Senior Citizen Group); Mr. Robert Spiegel, Chair (College Support Organization); Mr. Daniel To (Student Representative); Mr. William H. Waldron (Member-At-Large West Valley)</p> <p>Dr. Edwin Deas, College of the Desert's Vice President of Business Affairs; Mr. Steve Renew, College of the Desert's Director of Facilities Services; Mr. Mac McGinnis, Bond Program Manager from EIS Professionals; Wade Ellis, College of the Desert's Director of Fiscal Services;</p> <p>Recorder: Linda Costagliola Minutes Approved: 6/30/11</p>
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Agenda topics

1. CALL MEETING TO ORDER

ROBERT SPIEGEL

DISCUSSION	R. Spiegel called the meeting to order at 3:00 p.m.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None		

2. APPROVAL OF MINUTES – DECEMBER 16, 2010

ROBERT SPIEGEL

DISCUSSION	L. Cohen made a motion to approve the December 16, 2010 meeting minutes as presented today, seconded by, W. Waldron. No opposed. All approved. Motion passed.	
CONCLUSIONS	December 16, 2010 meeting minutes were approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None		

3. COMMENTS FROM THE PUBLIC

ROBERT SPIEGEL

DISCUSSION		
CONCLUSIONS	No comments were made from the public.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

DISCUSSION

M. McGinnis reviewed the following items from a PowerPoint presentation:

Project Status Reports – Current Projects:

Classroom Building (in construction)

Architect: Steinberg Architects
Construction Manager: Bernards
Targeted Completion: Spring 2012

Project Update:

- Concrete contractor defaulted; Excell Contractor took over contract (no extra cost)
- Surveyor checking floor tolerances in North and South buildings
- Continuing backfill for slab prep at North building
- Review of pre-cast panels conducted on site
- Welding continues at East building
- Steel erection continues
- Hanger installation continues for HVAC ductwork
- Electrical floor box rough-in at South building continues

Sustainable Features:

- Heating and cooling via central hydronics system
- Water – conserving landscape
- Architectural environmental control systems via built-in architectural sun shading devices, north facing fenestration
- Energy generation via photovoltaic system
- Building automation controls to optimize mechanical system and energy usage
- Will be minimum Silver LEED certified

Communication Building (Project in Initial Start-up Programming & Design)

Architect: tBP Architecture
Construction Manager: Pro West
Estimated Project Completion: Spring 2013

Project Update:

- FF&E design commenced
- CM Pre-Construction meeting held
- Project documents at DSA for review
- 26 classrooms and offices
- Will be located across the Cravens Student Services Center

Sustainable Features:

- Will be minimum LEED certified
- Building automation controls to optimize mechanical system
- Water – conserving landscape
- Heating and cooling via central hydronics system

East Valley Indio (Project in Initial Start-up Programming & Design)

Architect: gkkworks
Construction Manager: gkkworks
Estimated Project Completion: Summer 2013

Project Update:

- Three story multi-use structure (retail, education and multi-purpose rooms)
- Located in downtown Indio
- City of Indio is helping with the land and parking
- Peer Budget Estimate received; in review
- Budget and schedule revisions expected
- Furniture consultant provided layouts
- Lighting revisions in review
- AV design received and in review
- IT design received and in review
- Teaching station charrette held; revisions to design suggested
- Chemical materials inventory received
- Draft renewable energy study received
- Final DDA received
- Received MSDS and awaiting HMMP docs
- Security design received and in review

Sustainability Features:

- Will be LEED certified
- Photovoltaic array at parking possible
- Architectural environmental control features

- Public transportation

West Valley - Palm Springs (Project in Initial Start-up Programming & Design)

Architect: HGA Architects

Construction Manager: Sundt Construction

Estimated Project Completion: 2014

Project Update:

- Title research initiated
- Information transfers to Architect complete
- Space allocation reviewed with A/E team
- Schedule and budget reviewed
- BIM standards sent to A/E team
- Master planning for the overall site

Sustainability Features:

- Will be minimum Silver LEED certified
- Public transportation
- Solar Energy/10mw of energy – Solar agreement has been signed by Edison Co.
 - This will be the largest amount of energy produced from a community college campus in the nation

Monterey Entrance (Project in Initial Start-up Programming & Design)

Architect: PMSM Architects

Construction Manager: Pro West

Estimated Project Completion: Spring 2013

Project Update:

- Redo the entrance to the campus from Monterey Ave. to the steps of the Hillb building
- Schematic Design review has been completed
- Cost estimate continues in review
- Design revisions initiated with Landscape Architect
- Emergency Phone design in process
- Campus signage

Sustainability Features:

- Public transportation
- Water resistant landscaping

Administration Renovation & New "C" Building (Project in Initial Start-up Programming & Design)

Architect: Perkins & Will

Construction Manager: Pro West

Estimated Project Completion: Fall 2013

Project Update:

- User-Group Programming meetings initiated
- LEED, AV-IT and FF7E proposals requested
- Information documents transfer to A/E team
- Coordination meetings held with A/E team
- Administration will become a two-story building

Sustainability Features:

- Will be minimum Silver LEED certified

Career Technical Education (Project in Initial Start-up Programming & Design)

Architect: HGA Architects

Construction Manager: Gilbane

Estimated Project Completion: Fall 2013

Project Update:

- Information transfer to A/E team in process
- Programming meetings initiated

Sustainability Features:

- Will be minimum Silver LEED certified

Along with this new building will be a renovation of the existing agriculture science building, removal of an outdoor screen space area and renovation of a couple of greenhouses creating an outdoor amphitheater and connecting the program more to the central green space in that area.

Child Development (Project in Initial Start-up Programming & Design)

Architect: HMC Architects

Construction Manager: None

Estimated Project Completion: Summer 2013

Project Update:

- User Group kick-off meeting scheduled for March 7th, 2011
- Contract pending
- Additional structure about 3000 square feet in connection with the existing child care facility

Sustainability Features:

- Will be minimum Silver LEED certified

Athletic Facilities (Project in Initial Start-up Programming & Design)

Architect: LPA, Inc.

Construction Manager: Pro West

Estimated Project Completion: Fall 2013

Project Update:

- Uploading information documents for A/E team to FTP site
- Programming meetings initiated
- Renovation of shower/locker building
- Lighting for soccer, football and softball fields and tennis courts
- Exploring different scenarios with the existing gym and a new gym

Sustainability Features:

- Will be minimum Silver LEED certified

Liberal Arts Renovation (Project in Initial Start-up Programming & Design)

Architect: HGA Architects

Construction Manager: None

Estimated Project Completion: TBD

Project Update:

- Project on hold until June 2011

Sustainability Features:

- Will be minimum Silver LEED certified

Visual Arts (Project in Initial Start-up Programming & Design)

Architect: Perkins & Will

Construction Manager: Gilbane

Estimated Project Completion: Fall 2013

Project Update:

- Kick-off meeting held with Stakeholders and Users March 7, 2011
- Proposals requested from consultants
- Site and existing location review conducted
- Located on the north side of the campus

Sustainable Features:

- Will be minimum Silver LEED certified

Upcoming Project Events:

- There will be an unveiling of the West Valley Campus sign either the last week in April or the first week in May

Recently Completed Projects:

- Cravens Student Services Center
- Nursing Building Renovation
- Practice Field Lighting

Discussions:

LEED Certification: This benefits the City of Palm Desert. When the City goes on record that they are going to cut their energy by 30%, anything that is LEED within city boundaries, the City is able to take credit for it.

Hilb, Liberal Arts and Administration Buildings: The original intention was that the College would renovate the Liberal Arts and Administration Building and when the College looked a few years ago at the substantial renovations that the College was contemplating in the Hilb building, it was concluded that it would be easier to replace the building than renovate it. This is a big project, \$40 million, and most of the funds would come from the State. This is one of the few co-funded projects, bond and State funds. There are concerns about the timing of the funding from the State: 1. It keeps getting pushed back; 2. Or even if the College will get funded, even though it is approved in principle. There are so many projects that are backing up in the State level. The College is now thinking about the three buildings as all one project, the completion of the center of the campus. The college is looking at the feasibility of replacing the Administration and Liberal Arts Buildings with buildings about 50% larger than what they are now. This would take the pressure off the Hilb Building. There would not be much need for renovations and additions to the Hilb Building. The College is now looking at the feasibility of saving the Hilb Building. There will be a substantial cost to bring it up to present code. The college is also looking at moving the library from its present location (shared with the City of Palm Desert) to the Hilb Building. If it is feasible, the College will take it to the Board of Trustees to get an approval for this slight change in direction. There is enough money in the bond for this change unless we get some big surprises when bringing the Hilb Building up to code.

Diesel Mechanics Building: The college is looking at tearing down this building altogether.

East Valley Mecca/Thermal Campus: The College had plans to do some more building but the major build out has been deferred because the surrounding residential/commercial involvement did not take place. Last week at an event in Mecca/Thermal the College unveiled a facilities master plan for the campus. The College is looking at 60 years before a full build-out. Everything over and above what has been mentioned here today will be subsequent bond programs. There has to be a demand for support before construction. There will be multiple phases before this campus is complete.

Financial Report

Project Allocations Budget

- Completed Projects:
Total Expended: \$63,017,257
- Current Projects – Ongoing:
Expenditures to date: \$87,576,285
- Future Projects:
Committed Projects Budget: \$72,854,264
Deferred Projects Budget: \$47,013,440
- Central Contracted Management Fees:
Expenditures to date: \$13,573,297

Discussions:

Current Projects: There are a few projects that have been completed but are still listed under the current projects list. The college is waiting for the final paperwork to close out the projects. As soon as the projects are closed out, they will be moved to the completed projects list. These projects are: Temporary Dining Facility, East Valley Mecca Interim Campus, Phase I Infrastructure, Phase II Infrastructure, Phase III Infrastructure, Business Building Renovation, Cravens Student Services Center, Dining Facility Renovation and Weight Room/Training Room. Most of these should be moved over by the next report.

Contingency Funds: Left over funds from projects goes into the contingency fund. Once the college determines what projects to reallocate the funds to, then the college will make a proposal to the board of trustees for approval.

R. Spiegel posed the following question to M. McGinnis; “Are you aware of any Bond funds that have been spent or committed for any project or purpose not covered or included in the language of the bond issue approved by the voters?” M. McGinnis responded: “No.”

R. Spiegel posed the following question to S. Renew; “Are you aware of any Bond funds that have been spent or committed for any project or purpose not covered or included in the language of the bond issue approved by the voters?” S. Renew responded: “No.”

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CONCLUSIONS	
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None		

5. REVIEW OF DISTRICT PROCEDURES AND OUTCOMES IN LIGHT OF RECENT PRESS ARTICLES

EDWIN DEAS

DISCUSSION	<p>Committee members received a handout, “Essential Program Management Elements Los Angeles Community College District (LACCD) / COD Compared”, regarding serious issues noted in recent Los Angeles Times article on LACCD’s 6 billion dollar Bond program and there has been immediate impacts at that district. College of the Desert (COD) decided early on to prepare a response should COD end up in the local newspaper. That has not happened. COD analyzed every article that appeared in the LA Times and refined their analysis down to the document the committee received today. COD decided to provide this document to the Citizens’ Bond Oversight Committee and to the Board of Trustees too. It seems that College of the Desert has not experienced the problems that LACCD has experienced. E. Deas reviewed the following items from the handout: 1. Wasteful and Poor Planning; 2. Management and Accountability – Program/Construction; 3. Staffing; and 4. Award of Contracts.</p> <p>L. Cohen posed the following question to E. Deas, “Are there any College employees including yourself</p>
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	<p>that are paid out of the bond money?" E. Deas responded, "No."</p> <p>L. Cohen posed another question to E. Deas, "Are there any former College employees that work for EIS Professionals?" E. Deas responded, "No."</p> <p>G. Kiehl posed a question to E. Deas, "In your procurement process, is it correct that all your bids would be sealed until you have a specified meeting for the opening of them where all of bidders had come to bid only?" E. Deas responded, "Yes."</p>
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CONCLUSIONS	
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

6. DISTRICT'S GREEN STRATEGY AND HOW IT PLAYS A PART IN THE BOND PROGRAM

EDWIN DEAS

DISCUSSION	<p>Committee received a copy of the college's Policy on Sustainability that was adopted by the Board of Trustees on November 13, 2009. This policy states that COD will develop and maintain principles and guidelines of sustainability stewardship in the execution of its responsibilities to facilities design and operation; campus management; and teaching and learning. This is a live policy and will guide the college in changing into a sustainable campus.</p> <p>For the West Valley Campus (WVC), The College developed the most demanding design guidelines for a sustainable campus. One side of the campus will be a solar array. Edison is leasing the land for the solar array and the College has entered into an agreement that requires Edison to provide testing equipment of new green technology that will be installed on the campus. The campus becomes a testing center before these are commercialized. For example, running equipment off of DC power so it could come straight from solar panels. On the campus side, those design guidelines and the work that the College is now doing will make WVC a sustainable campus. The plan is that this campus will be a working model campus. This can be a part of a learning process for students and people can come to see how it functions.</p> <p>For the East Valley Mecca/Thermal campus, the College has run into a problem with the sewer. There is no sewer line. The sewer line may or may not materialize sometime in the future. This has been a challenge for the College in developing plans. The College can either wait for it to come or the College can pay for it but it is millions of dollars or else the College can seek alternatives. The College has gone for the alternatives and they now have a coherent plan that could see it develop substantially, maybe not a total build-out and the sewer line may never materialize. The College is trying to work with Imperial Irrigation.</p> <p>For the Palm Desert Campus, they have done a series of efficiency projects in working with Edison with changes in their lighting and air conditioning. Compared to last year they have seen a 15% drop these past few months. In working with Edison, they were able to get a \$409,000 incentive check, which went back into the fund for Infrastructure.</p>
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CONCLUSIONS	
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

7. FUTURE AGENDA ITEMS

ROBERT SPIEGEL

DISCUSSION	The next meeting will be June 30, 2011 at 3:00 p.m. in the Public Safety Academy Conference Room located on the northeast corner of the campus. E. Deas mentioned that the City of Palm Desert contributed \$2 million toward the Public Safety Academy project.		
CONCLUSIONS	No items added.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
1. None.			

Meeting adjourned at 4:20 p.m. by a motion from L. Cohen, seconded by W. Waldron. All approved. Motion passed.